[Company Letterhead]

DD/MM /YYYY

[INSURANCE COMMISSIONER]

Insurance Commission

1071 United Nations Avenue,

Ermita, Manila

Dear Commissioner:

In compliance with Circular Letter No. \_\_\_\_\_\_\_\_\_\_\_\_\_\_ pertaining to the submission of the Disaster Risk and Financing Insurance (DRFI) report, we hereby submit the following output for the year [year] through the IC DRFI Uploading System:

|  |  |  |
| --- | --- | --- |
| **File Description** | **File Name** | **Hash Key** |
| Ex.: AnnexA\_DRFI\_2019 | Ex.: CompanyA\_AnnexA2019.xls | xxxxxxx |
|  |  |  |
|  |  |  |

This is also to certify that the uploaded reportorial requirement/s is/are true and correct.

Sincerely,

**Responsible Officer**

Position

Company Name